

District Grant Application Form for Rotary Year 2021-22

THIS FORM TO BE USED TO RECEIVE FUNDING FROM 1ST JULY 2021

Please type all information on the screen, and email as an attachment to District Foundation Grants Chairman, grants@rotaryeastanglia.co.uk.

Incomplete applications will not be considered

NOTE: Before completing this application form you should read the District Grant Criteria, the Grant Manual and the guidance on Involvement and Signage. Your club must have attended a grant training session and the District must hold a signed MOU for the current year. In accordance RIBI recommendations Clubs with charitable income over £5,000 will be expected to have a Registered Charity.

Rotary Club

Project Title

Club Charity Name

Charity No:

Account Name

Bank account details:
Grants may be paid by
BACS direct to the club's
Charity account when
notified and then on
request.

Bank name and branch

Account Number

Sort Code

AREA OF FOCUS

Which area(s) of focus is the proposed activity aligned:-

Peacebuilding and Conflict Prevention

Disease Prevention and Treatment

Water & Sanitation and Hygiene

Maternal and Child Health

Basic Education and Literacy

Community Economic Development

1 PROJECT DESCRIPTION

NOTE: The Terms and Conditions require that projects should meet the 'real humanitarian needs of the receiving community.' You should be specific that the project meets the Community needs.

Brief description of project and Area(s) of Focus (max 400 characters)

Who will be the beneficiaries, and how many will benefit.

2 PLANNING AND FINANCE

Please give the approximate Start and finish dates for the project

Start

Finish

First expenditure date

Projects in India: FCRA Registered

Do not start the project until you have formal approval

3 ROTARIAN INVOLVEMENT

Who are the participating Rotarians and how will they be involved in this project?

NOTE: Foundation grants are intended to support club service activities. At least three Rotarians should be actively involved in planning and/or delivery of the project. Foundation grants are not intended to be a source of grant funding for charitable causes and projects implemented without the involvement of Rotarians.

4 PURCHASE OF EQUIPMENT MATERIALS OR SUPPLIES

a) Who will own equipment, materials or supplies?

NOTE: Cannot be owned by Rotarian or Rotary Club

b) Who will be responsible for maintenance, and/or storage costs of the equipment/supplies?

5 COOPERATING ORGANISATION(S)

Will a cooperating organisation be involved? If so please name the organisation and explain what its role will be.

Name of cooperating organisation:

Explain its role:

Is a statement of undertaking attached? Yes No

6 COSTS AND FINANCING

Districts are required to apply for their District Grant for any one year in one application, giving brief details of the spending plan for the grant. This will comprise a list of the Clubs requesting District Grants, brief details of their projects, and an indication of the sum required. For this reason, it is expected that the grant funds will not be available for distribution to the Clubs until after October 31st 2021

a) Income

District Grant funds requested from District 1080

NOTE: This will not exceed 50% of the overall funding of the project

Other Funding
(Specify)

Where other Rotary Clubs are providing funds,
a letter signed by the President is required.

Total Income GBP

b) Expenditure

Total Project Expenditures (must equal "Total Income GBP")

7 PUBLICITY

How will the general public know that this is a Rotary-sponsored project?
Please provide details, e.g., publicity in a newspaper, website, etc.

Recipients of Rotary Foundation grant funds are required to provide appropriate project signage, with recognition of The Rotary Foundation (TRF) grant support. Ask for details & Signage template.

NOTE: It is a condition of the District Grant that copies of publicity are provided on the Final Report.

8 CERTIFYING THE APPLICATION

By submitting this application, we confirm that to the best of our knowledge these District Grant funds will be spent only for eligible items in accordance with Trustee-approved guidelines, that any unused funds will be returned, and that all of the information contained herein is true and accurate. Receipts for all grant-funded expenditures will be kept and made available to the District if requested. We confirm that the Club has a registered Charity with its own dedicated bank account that is used for receiving and disbursing TRF grant funds.

Club President's Name:

Date:

Contact Name:

Tel. No:

Contact email:

9 SUBMIT FORM

This form is not designed to be printed or scanned. Please save the completed form and attach the saved file to an email.

Send the email to the District 1080 Grants Sub-committee Chairman, grants@rotaryeastanglia.co.uk and make sure that the email is also copied to your club President. Applications not copied to your club President will not be entertained.

Grants will not be paid if the project commences before the Club receives formal approval from the Grants Sub-committee Chairman